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U.S. Bureau of Foreign
and Domestic Commerce

Instructions for automotive
exporters and their...

Washington

1926

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DEPARTMENT OF COMMERCE

BUREAU OF FOREIGN AND DOMESTIC COMMERCE

JULIUS KLEIN, Director

308

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Box 200

**INSTRUCTIONS
FOR AUTOMOTIVE EXPORTERS
AND THEIR SHIPPING BROKERS**

FOR GUIDANCE IN PROPERLY LISTING AND
CLASSIFYING AUTOMOTIVE APPARATUS AND
SUPPLIES ON SHIPPERS' EXPORT
DECLARATIONS



AUTOMOTIVE DIVISION

WASHINGTON
GOVERNMENT PRINTING OFFICE

1926

1938 Apr 25/27

INSTRUCTIONS FOR AUTOMOTIVE EXPORTERS

GENERAL INSTRUCTIONS

These instructions are issued by the automotive division of the Bureau of Foreign and Domestic Commerce to serve as a guide for exporters of automotive products in preparing their export declarations.

It is essential, in preparing export declarations, that shipments be listed in accordance with the automotive section of Schedule B, Export Classification, outlined herein, which is the official United States Government classification of exports.

The importance of making out export declarations completely, correctly, and promptly can not be overestimated. It is to be borne in mind that the official export statistics compiled and published by the Department of Commerce each month can be correct only to the extent that individual export declarations are correct and promptly filed.

The average American automotive manufacturer who is interested in the development of his foreign markets gauges these markets, fixes his sales quotas, foreign advertising budgets, etc., to a large extent after a careful study of the record of exports of his class of merchandise to individual markets. Therefore, it is obvious that repeated inaccuracies or delay in the preparation or filing of export declarations will react adversely on all in the industry.

In cases where the export declarations are made out in the manufacturer's export department care should be taken that the individuals doing this work are properly instructed in the importance of making correct returns. Many large American automotive exporters have export declarations covering their shipments prepared by their shipping brokers; when such practice is followed it is urgently suggested that the manufacturer send or have the automotive division send a copy of these instructions, addressed, if possible, to the personal attention of the individual in the employ of the shipping broker who is actually preparing the export declarations.

The facsimile documents appearing herein illustrate the correct manner of listing items on exporters' declarations. In the first two columns insert the marks and numbers used to identify the shipment and the number and kinds of boxes, crates, or other containers.

In the column headed "Commodity" give the proper description of the article as determined by the numerical classification contained in this pamphlet.

In the column headed "Class No., Schedule B," enter the correct class number, also determined from the numerical classification.

Under the heading "Quantity" the number of units will be stated, unless the products be parts or accessories and therefore not considered complete units, in which case no quantity should be stated.

Special care should be taken in filling out the two columns covered by "Value at time and place of shipment." In the column headed "U. S. products," insert the wholesale net factory price, plus packing charges and inland freight from factory to seaboard. The column headed "Foreign products in same condition as imported" covers only imported goods afterward exported without change in condition and will be used infrequently by the automotive exporter.

Merchandise must be described in the specific terms of the export classification listed in these instructions. Such designations as "automobiles," "chassis," or other general terms should not be used. If the articles are passenger cars, the proper listing as given herein should be employed, as, for instance, "Automobiles passenger (gasoline), factory list price over \$500 to \$800, inclusive," or chassis should be described as "Chassis, truck (complete), over 2½ tons."

Classification changes effective January 1, 1927, are as follows:

Class No. 7909 has been eliminated, and hereafter all trucks up to 1 ton (inclusive) in capacity should be listed in class No. 7910. (No consideration is being given to the price class of trucks of this capacity.)

Hereafter passenger cars and chassis listed in class Nos. 7920, 7921, 7922, 7923, and 7924, will be classified according to their list price at the factory, with no tax or other price items added.

Special attention is called to the fact that when sufficient parts for assembly are exported in one shipment so that a given number of cars may be assembled from these parts abroad, these units, although completely disassembled, must be declared as complete units in classes 7910, 7912, 7914, 7920, 7921, 7922, 7923, or 7924 (the class to be determined by the relative United States factory list price on the complete unit). However, in such cases the export value given for these groups of parts in the column headed "U. S. products" should be the net United States factory price at which such parts are billed to the foreign assembly plant, plus the actual amount charged for export boxing and inland freight from factory to seaboard.

These instructions supersede all previous circulars and instructions, especially "Glossary of Automotive Terms and Instructions to Exporters," and "Instructions to Automotive Exporters" (issued June 1, 1925), which are now obsolete.

A careful study of the specimen documents and exporters' declaration routing chart printed herein, and a perusal of these instructions and explanations, will improve the accuracy of the export statistics and increase their value to the automotive industry for whose benefit they are collected.

H. O. SMITH,
Chief, Automotive Division.

WASHINGTON, D. C., December 1, 1926.

PREPARATION OF EXPORTER'S DECLARATIONS

The ideal practice is that exporter's declarations be prepared in duplicate by the manufacturer's resident export department, which is most familiar with the nature and value of the products in any given shipment. However, if the making out of the exporter's declarations is being handled by a shipping broker, it is recommended that a triplicate copy be prepared, this copy to be sent to the manufacturer's export department by the shipping broker the same day it is completed. Thus if any inaccuracies in the values, number of units, weight, or classification in which the products are declared are discovered, the manufacturer's export department can instruct his shipping broker to recover the faulty exporter's declaration and make immediate corrections before the errors involved can impair the accuracy of the final compilations prepared and published by the Bureau of Foreign and Domestic Commerce.

WHAT HAPPENS TO THE COPIES OF THE EXPORTER'S DECLARATION

I. If shipment out of the United States is made by steamer from New York City, the duplicate declarations are first delivered to the customhouse by a messenger from the shipper himself or his agent (the railroad company, if shipment is made on through bill of lading, or the shipping broker), where the original is held in the marine division, while the duplicate is given a registration number and then taken by the messenger of the shipper or the shipper's agent to the steamship company. It is required by law that the master of a vessel, before clearance is granted, send the manifest of the vessel's cargo, with all duplicate copies of exporter's declarations attached, to the customhouse. The duplicate copies of the exporter's declarations are passed on to the files of the customhouse, and then, and only then, is the original copy of a declaration released by the customhouse to the section of customs statistics, Bureau of Foreign and Domestic Commerce.

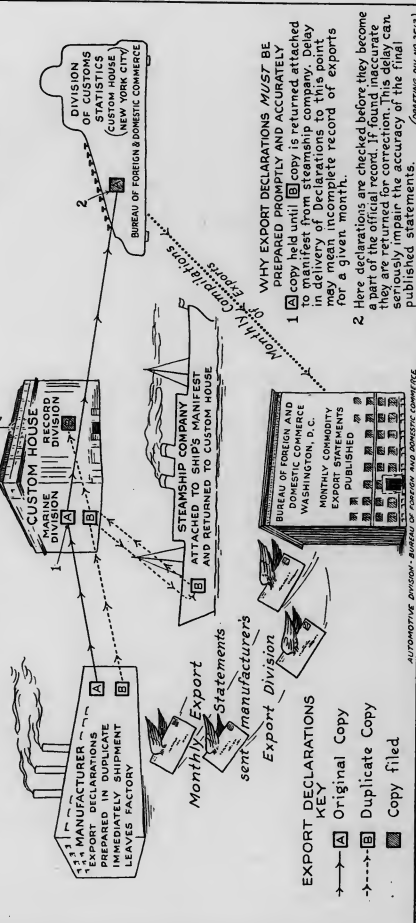
The section of customs statistics classifies the exporters' declarations according to commodities and compiles under these commodity classifications the information appearing on the declarations. The original of the declaration is then filed for a period of six months, after which time it is destroyed.

On the sixth of each month the section of customs statistics concludes its compilation of export statistics for the preceding month, and these compilations are forwarded to the division of statistics, Bureau of Foreign and Domestic Commerce, at Washington, D. C., where the final statements are published.

II. If shipment is made out of the United States by steamer at any point other than New York City, the foregoing procedure is followed, except that the customhouse (removed from New York

U. S. OFFICIAL EXPORT STATISTICS

HOW GATHERED
HOW DISSEMINATED
RELIABILITY OF OFFICIAL EXPORT STATISTICS GAUGED BY ACCURACY OF YOUR EXPORT DECLARATIONS



City) retains in its own files the duplicate copy of the exporter's declaration and forwards the original copy to the section of customs statistics in New York City daily or monthly. (The forwarding schedule is fixed according to the volume of exports through each individual port.)

III. If shipments out of the United States are made by all-rail route to Canada, Cuba, or Mexico, two copies of the exporter's declaration move as explained in Paragraphs I and II, except that the contact with the steamship company is eliminated.

When shipment is made by all-rail route to destination or on a through bill of lading, the latter involving both rail and steamer transport, the railroad company receives both copies of the exporter's declaration from the manufacturer's export department and the railroad then acts as agent for the shipper and delivers both copies of the declaration to the customhouse. If necessary, one copy is delivered to the steamship company at the point through which the shipment leaves the country.

NUMERICAL CLASSIFICATION OF AUTOMOTIVE PRODUCTS FOR EXPORT

[From "Schedule B, Statistical Classification of Domestic Commodities Exported, effective January 1, 1927"]

Class No.	Unit of quantity
7957. Detachable marine engines.....	Number.
7959. Marine engines, other than Diesel, semi-Diesel, and detachable.....	Do.
7925. Engines for motor trucks and busses.....	Do.
7926. Engines for passenger cars.....	Do.
7942. Engines for aircraft.....	Do.
7159. Engine accessories and parts for.....	Do.
7934. Fire engines.....	Number.
7905. Electric trucks and passenger cars.....	Do.
Trucks, busses, and chassis for, except electric:	
7910. Up to 1 ton, inclusive.....	Do.
7912. Over 1 to 2½ tons, inclusive.....	Do.
7914. Over 2½ tons.....	Do.
Passenger cars, and chassis for, except electric:	
7920. Factory list price up to \$500, inclusive.....	Do.
7921. Factory list price over \$500 to \$800, inclusive.....	Do.
7922. Factory list price over \$800 to \$1,200, inclusive.....	Do.
7923. Factory list price over \$1,200 to \$2,000, inclusive.....	Do.
7924. Factory list price over \$2,000.....	Do.
7927. Automobile parts for assembly.....	Do.
7928. Automobile parts for replacement.....	Do.
7930. Automobile accessories.....	Do.
7932. Automobile service appliances, n. e. s.....	Do.
7939. Trailers.....	Do.
7941. Airplanes, seaplanes, and other aircraft.....	Do.
7949. Aircraft parts, excepting engines and tires.....	Do.
7952. Motor cycles.....	Number.
7953. Motor-cycle parts and accessories, except tires.....	Do.
7956. Motor boats.....	Number.

EXPLANATION OF CLASSIFICATION

Class No. 7957, "Detachable marine engines," covers all detachable or portable marine engines and outboard motors.

Class No. 7959, "Marine engines," includes all marine engines other than Diesel, semi-Diesel, and outboard motors.

U. S. TREASURY DEPARTMENT
CUSTOMS FORM 100
1-10-30 (Rev. 1-1-30)

UNITED STATES CUSTOMS SERVICE
Read carefully the instructions on back to avoid delay at shipping point
SHIPPER'S EXPORT DECLARATION
OF SHIPMENTS TO FOREIGN COUNTRIES OR NONCONTIGUOUS TERRITORIES OF THE U. S.
(Declaration should be typewritten or prepared in ink; pencil is not permissible.)

This space for use of Customs
No. _____
(Date of shipment) (Place of origin)

Goods shipped by American Automobile Export Co. (Name of actual shipper)
Address 280 Broadway New York N. Y. (City) (State) (Country)
For account of _____
Address (Number) (Street) (City) (State) (Country)
From Cleveland, Ohio (Place of origin)
Via New York Central R. R. For shipment on the S. S. Eldora (U. S.)
(Carrier from interior point, if any.) (Name of carrier) (If vessel, give name, motive power, and flag if known.)
From New York To ultimate foreign destination of goods London, England
(U. S. Customs port of exportation, if known.) (Country)

Mark and number.	Quantity and kind of packages, if in kind, or in bulk, or in bags, or in barrels, etc.	COMMONITY Describe the articles, units, or amount packed, unless article, quantity, gross weight, or value, etc., will not be required. (See instructions on back, par. 4.)	Class No. Schedule B.	Quantity in hundred weight, or in pounds, or in gallons, or in bushels, etc.	U. S. Products, including foreign goods allowed or restricted under the Tariff Act.	Foreign Products in items restricted under the Tariff Act.	Value at time and place of shipment.
		TRUCKS, BUSES & CHASSIS FOR EXCEPT ELECTRIC; Capacity to 1 ton					
XYZ 5062-5063	4 boxes	Freight and packing \$170	7310	4			2270
XYZ 5064	1 box	Over 1 to 2 tons	7312	1			2000
XYZ 5065	1 box	Over 2 tons	7314	1			4500
		PASSENGER CARS & CHASSIS FOR EXCEPT ELECTRIC; Value up to \$500 incl.					
XYZ 5066-75	10 boxes	Freight & packing \$500	7320	10			4300
XYZ 5076-77	2 boxes	Value over \$500 to \$800	7321	2			1480
XYZ 5078	1 box	Freight & packing \$80	7322	1			1040
XYZ 5079	1 box	Value over \$1200 to \$2000	7323	1			1460
XYZ 5080	1 box	Freight & packing \$50	7324	1			3050
XYZ 5081-95	15 boxes	Engines for motor trucks and buses	7325	15			3000
XYZ 5095-99	5 boxes	Engines for passenger cars	7326	5			450
XYZ 5100-19	20 box	Parts for assembly	7327				7500
5120	1 box	Parts for replacement	7328				250

Waybill or manifest _____
No. 100 Total \$ 31,930

I, the undersigned, solemnly and truly declare that the above statement is a complete, just, and true account of all merchandise shipped by the party named, on board the vessel, car, or vehicle; and to the place or country named above; and that the description and quantity of each article is truly stated and that the values thereof are the actual selling prices or true market values at the time and place of shipment for exportation.

Signed and subscribed to before me _____ (Signature)
on _____ 1930 _____ (Capacity)
(Signature of Ship, Master, Agent, etc.)
(Address) _____
(Signature of Collector, survey public, etc. See par. 1 on back.)

U. S. TREASURY DEPARTMENT
CUSTOMS FORM 100
1-10-30 (Rev. 1-1-30)

UNITED STATES CUSTOMS SERVICE
Read carefully the instructions on back to avoid delay at shipping point
SHIPPER'S EXPORT DECLARATION
OF SHIPMENTS TO FOREIGN COUNTRIES OR NONCONTIGUOUS TERRITORIES OF THE U. S.
(Declaration should be typewritten or prepared in ink; pencil is not permissible.)

This space for use of Customs
No. _____
(Date of shipment) (Place of origin)

Goods shipped by Mercantile Export Company (Name of actual shipper)
Address 88 Barclay St. New York N. Y. (City) (State) (Country)
For account of _____
Address (Number) (Street) (City) (State) (Country)
From Detroit, Mich. (Place of origin)
Via Pennsylvania R. R. For shipment on the S. S. Rempert (U. S.)
(Carrier from interior point, if any.) (Name of carrier) (If vessel, give name, motive power, and flag if known.)
From New York To ultimate foreign destination of goods Paris, France
(U. S. Customs port of exportation, if known.) (Country)

Mark and number.	Quantity and kind of packages, if in kind, or in bulk, or in bags, or in barrels, etc.	COMMONITY Describe the articles, units, or amount packed, unless article, quantity, gross weight, or value, etc., will not be required. (See instructions on back, par. 4.)	Class No. Schedule B.	Quantity in hundred weight, or in pounds, or in gallons, or in bushels, etc.	U. S. Products, including foreign goods allowed or restricted under the Tariff Act.	Foreign Products in items restricted under the Tariff Act.	Value at time and place of shipment.
ABC 2400-2409	10 boxes	Detachable marine engines	7357	10			750
ABC 2410-2413	4 boxes	Marine engines other than Diesel and detachable	7359	4			3,000
ABC 2414-2415	2 boxes	Engines for aircraft	7362	2			1,000
ABC 2416	1 box	Automotive fire engines	7364	1			2,000
ABC 2417-2420	2 boxes	Electric truck and passenger car	7305	2			1,500
ABC 2421-2422	2 boxes	Automobile accessories	7350				200
ABC 2423	1 box	Auto-service appliances and parts	7332				300
ABC 2424	1 box	Trailer	7333	1			250
ABC 2425-2427	3 boxes	Airplanes and seaplanes	7341	3			30,000
ABC 2428	1 box	Aircraft parts	7349				175
ABC 2429-2430	10 boxes	Motor cycles	7352	10			2,000
ABC 2431	1 box	Parts of cycles	7353				150
ABC 2440	1 box	Motor boat	7356	1			1,500

Waybill or manifest _____
No. 100 Total \$ 42,825

I, the undersigned, solemnly and truly declare that the above statement is a complete, just, and true account of all merchandise shipped by the party named, on board the vessel, car, or vehicle; and to the place or country named above; and that the description and quantity of each article is truly stated and that the values thereof are the actual selling prices or true market values at the time and place of shipment for exportation.

Signed and subscribed to before me _____ (Signature)
on _____ 1930 _____ (Capacity)
(Signature of Ship, Master, Agent, etc.)
(Address) _____
(Signature of Collector, survey public, etc. See par. 1 on back.)

Class No. 7925, "Engines for motor trucks, and busses."—Shipments of engines for motor trucks and busses included with automobile parts for assembly, and not comprising sufficient parts to assemble a certain number of vehicles, should be declared separately as engines for motor trucks and busses and in no case should be declared as automobile parts for assembly.

Class No. 7926, "Engines for passenger cars."—Shipments of engines for passenger cars included with automobile parts for assembly, and not comprising sufficient parts to assemble a certain number of vehicles, should be declared as engines for passenger cars and in no case should be declared as automobile parts for assembly.

Class No. 7159, "Engine accessories, and parts for."—This covers parts for all internal-combustion engines and is to be used only for shipments consisting entirely of such engine parts and accessories. Shipments of engine accessories and parts, when included with automobile parts for assembly or replacement, aircraft parts, and motorcycle parts, may be classified under these respective classes.

Class No. 7931, "Fire engines," includes automotive fire-fighting apparatus and all other fire apparatus, whether hand or horse drawn.

Class No. 7905, "Electric trucks and passenger cars," does not cover electric station and warehouse trucks. These are covered by Class No. 7935 and fall under the jurisdiction of the Electrical Division of the Bureau of Foreign and Domestic Commerce.

Class Nos. 7910, 7912, and 7914, "Trucks, busses, and chassis for, except electric," include all gasoline-driven trucks, busses, and chassis for such vehicles. Such shipments should be classified according to capacity under the proper class number as given in the preceding numerical classification. The total value should be stated in the column designated for that purpose. This value should be wholesale price plus packing charges and inland freight from factory to seaboard.

Class Nos. 7920, 7921, 7922, 7923, and 7924, "Passenger cars, and chassis for, except electric," include all gasoline-driven passenger cars and chassis. Such shipments should be classified according to value under the proper class number as given in the preceding numerical classification. Classification of shipments of all classes of passenger cars, and chassis for same, is determined by the currently advertised or generally understood factory list price without any additions. The cost of inland freight and packing should be stated in the column headed "Commodity" in the manner indicated on the facsimile copy of "Export declaration" herein. The total values should be stated in the column designated for that purpose. This value should be wholesale price plus packing charges and inland freight from factory to seaboard. By stating the cost of packing and freight charges separately the customs authorities are enabled to determine whether shipments of passenger cars have been properly classified.

Class No. 7927, "Automobile parts for assembly," covers shipments of automobile parts to be assembled abroad into complete vehicles and not comprising sufficient parts to assemble a certain number of vehicles. Shipments of automobile parts for assembly comprising

sufficient parts to assemble a certain number of vehicles *must* be declared as complete vehicles, stating number and value, under the proper class numbers. Such shipments, therefore, should not be declared as parts for assembly.

Class No. 7928, "Automobile parts for replacement," includes all repair parts not intended to be assembled abroad as complete vehicles.

Class No. 7930, "Automobile accessories," includes all accessories intended for use on trucks, busses, and passenger cars that can not be considered as automobile parts.

The broad distinction between automobile parts and automobile accessories is that parts are essentials, but accessories, while useful or ornamental, are not absolutely necessary for the operation of an automobile.

The following are considered as assembly or replacement parts under classes 7927 and 7928:

Axle shafts.	Demountable rims.
Ball bearings.	Differential assemblies.
Ball and socket joints.	Fans.
Belts for fans, pumps, etc.	Frames.
Bodies.	Lamps, automobile (head, side, and tail).
Body parts and fittings.	Radiator caps.
Bows, top.	Rim parts.
Bow rests.	Roller bearings.
Bow separators.	Shims.
Bow sockets.	Springs, leaf.
Brake assemblies.	Steering wheels.
Brake lining.	Tire valves.
Bushings.	Tops.
Chains, driving.	And similar items.
Clutch lining.	

The following are accessories under class 7930:

Ash receivers.	Mirrors.
Baggage carriers.	Motometers.
Bumpers.	Radiator covers.
Chains, nonskid tire.	Radiator shutters or shields.
Cigar lighters.	Shock absorbers.
Dash ammeters.	Speedometers.
Heaters.	Spot lights.
Hoists, truck, dumping, hand or power operated.	Starters, engine.
Hood covers.	Taximeters (taxicab).
Horns, electric.	Tire pumps (hand).
Horns, hand operated.	Tire and wheel holder locks.
Jacks, automobile.	Tire covers.
Lamps, stop and spot.	Ventilators.
Lamps, parking.	Wind deflectors, glass.
License and name plates.	Windshield visors.
Locks, automobile.	Windshield wings.
Locks, radiator cap and heat indicator.	Windshield cleaners.
	Window regulators.

Class No. 7932, "Auto service appliances, n. e. s." (not elsewhere specified), includes service-station equipment not listed in other sections of Export Schedule B. (Lathes and other machine tools, not built especially for automobiles, for example, appear under metal-working machinery, classes 7400 to 7485 of Schedule B, and fall under the industrial machinery group.)

The following are considered as automobile service-station appliances, class 7932:

Alignment gauges.

Hoists and cranes, garage.

Oil-storage outfits.

Pumps, gasoline and oil.

Tire pumps, mechanical.

Valve grinders, electric.

Valve grinders, hand.

Vulcanizers, portable and shop.

Winches, truck.

Wrecking cranes (automobile).

The remaining class numbers in the numerical classification are self-explanatory and cover only the products described in each case.

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TITLE**